



NORTH COUNTY FIRE & MEDICAL DISTRICT GOVERNING BOARD REGULAR MEETING MINUTES

Tuesday, September 22, 2020

MINUTES

1. CALL TO ORDER / ROLL CALL OF BOARD MEMBERS / AFFIRMATION OF QUORUM

Board Clerk Miller called the meeting to order on Tuesday, September 22, 2020, at 10:00 a.m. The meeting was held telephonically due to social distancing requirements relating to the COVID-19 pandemic.

Members Present: Board Chairman David Wilson, Board Clerk Dawn Miller, Board Members Richard Bookie, Tony Sambol, and Russell Smith

Members Absent: None

Staff Present: Fire Chief Rob Biscoe, Assistant Chief Mary Dalton, Assistant Chief Chris DeChant, Division Chief/Fire Marshal Eric Kriwer, Finance Manager Diane Goke, Authority Clerk Dusty Christopherson

Legal Counsel: Legal & Intergovernmental Affairs Director Lee Miller

Guests Present: South County Fire & Medical District Board Members Bill Becker, John Crawford, Karen Gueltzow, Leonard Leach, Diane Price, and Sun City West Resident James Young

Media Present: None

Public Comment: None

2. CALL TO THE PUBLIC

There was no response to the Call to the Public.

3. FINANCIAL SUMMARIES AND AUDIT REPORTS

A. North County Fire & Medical District Financial Reports for June, July, and August 2020

Diane Goke, Finance Manager presented the North County Fire & Medical District Financial Reports for June, July, and August 2020 and answered any questions from Board Members.

4. **CONSENT AGENDA**

- A. Approve Monthly Financial Reports for June, July, and August 2020.
- B. Approve Transfer of Revenues from North County Fire & Medical District to Arizona Fire & Medical Authority (AFMA) in accordance with the AFMA Joint Power Authority Intergovernmental Agreement.
- C. Approve Governing Board Meeting Minutes – June 23, 2020.
- D. Adopt Resolution No. NC20-0922-1 authorizing annexation request for Parcel No. 201-17-016, located at 25831 N. 102nd Ave., Maricopa County, Arizona (Property Owner: Kimberly Neuburger and Robert Remski)

Board Member Bookie moved that the North County Fire & Medical District Governing Board approve all items on the Consent agenda. Board Member Sambol seconded the motion.

Vote conducted. **MOTION CARRIED.**

AYES: Bookie, Miller, Sambol, Smith, Wilson

NAYS: None

ABSENT: None

5. **CURRENT EVENTS SUMMARIES AND REPORTS**

- A. Operations Division (Including Operations/Deployment, Support Services, and Emergency Medical Services/Training) – Current Event Summary for August 2020

Chris DeChant, Assistant Chief – Operations Division presented the Operations Division Event Summary for August 2020 and answered any questions from Board Members. Assistant Chief DeChant noted that when compared to last year's total, the total responses for all of AFMA's jurisdictions are up by 3%, despite the month to month changes that we may be seeing due to the COVID-19 pandemic.

Assistant Chief DeChant provided an update on the current wildland deployments to the August Complex Fire and the Creek Fire in California, noting that these deployments are significant in that this is the first time in recent memory that the State of California has requested outside medical resources to assist their efforts.

In response to inquiries, Assistant Chief DeChant noted that many agencies across the State are sending resources into California to help fight the wildfires and that the crews deployed are provided information on COVID-19 precautions and testing measures on a site specific basis.

Assistant Chief DeChant provided an update on the Training Section and noted that training hours this year are down from last year due to the COVID-19 pandemic and the

social distancing and safety precautions required. Refresher training courses are being held for Emergency Medical Technician and Paramedics certification requirements on an as needed basis.

B. Community Risk Management Division – Current Event Summary for August 2020

Eric Kriwer, Division Chief/Fire Marshal – Community Risk Management Division presented the Community Risk Management Division Event Summary for August 2020 and answered any questions from Board Members. Division Chief Kriwer provided public information inquiry statistics and updates on recent developments across the Authority. In addition, Division Chief Kriwer noted that the Division has been active in the community during the month of August, conducting a school opening ceremony in the Wittmann area for their new high school, and announcing a new class being offered by the Division, a “What is AFMA” class which is being held via Zoom, and already has several residents signed up to attend.

C. Business Services Division (Including Planning/Tech Services/Emergency Management, Financial Services, Administration, and Human Resources) – Current Event Summary for August 2020

Mary Dalton, Assistant Chief – Business Services Division presented the Business Services Division Event Summary for August 2020 and answered any questions from Board Members. Assistant Chief Dalton noted that there are a limited number of staff in the office and the Administrative building is closed to the public. Assistant Chief Dalton stated that planning for the virtual employee recognition event is underway and is currently scheduled for October 22, 2020.

In addition, the Planning/Technical Services/Emergency Management Section continues to be busy supporting the COVID-19 Taskforce and are working on the Accreditation Renewal process. The Accreditation site visits are scheduled for the week of October 11 – 15, 2020.

Assistant Chief Dalton reported that Paramedic Jennifer Potter has been assigned to the COVID-19 Task Force and is working to secure flu vaccines for Authority staff, volunteers and board members. Dates will be announced as soon as they are available. A pre-academy orientation for nine new hires is scheduled to begin on September 28, 2020.

D. Correspondence Review – Correspondence received or sent by the North County Fire & Medical District which would be of interest to the Governing Board will be reviewed by the Board Clerk.

Board Clerk Miller reviewed correspondence received during the month of August 2020.

6. **REGULAR BUSINESS**

A. Discussion and Possible Action relating to adoption of Resolution No. NC20-0922-2 delegating Fire Code adoption, amendments and enforcement to the Arizona Fire & Medical Authority.

Lee Miller, Legal & Intergovernmental Affairs Director stated that this request is asking the Governing Board to delegate its legal authority to adopt, amend and enforce a Fire Code to the AFMA Governing Board. Arizona law allows each individual fire district to adopt, amend and enforce a fire code. Currently, each AFMA member district adopts, amends, and enforces its own fire code (identical to each other), which are equally but separately enforced by Authority Staff. In the event Staff needs to bring an enforcement action, that action would be brought in the name of the individual member district in which the violation occurred, creating confusion for residents and Authority staff.

To streamline these efforts Authority Staff is recommending the adoption of Resolution No. NC20-0922-2 which delegates the North County Fire & Medical District's legal authority to adopt, amend, and enforce a fire code to AFMA. The intent of this action is to legally establish a single, comprehensive AFMA Fire Code that is consistently enforced across the entirety of AFMA's jurisdiction.

The proposed resolution includes a clause which provides for the North County Fire & Medical District Governing Board to formally rescind this delegation of authority in the future by adoption of a resolution of the Governing Board.

Board Clerk Miller moved that the North County Fire & Medical District adopt Resolution No. NC20-0922-2 delegating statutory power and authority to adopt, amend, and enforce a fire code to the Arizona Fire & Medical Authority. Board Member Smith seconded the motion.

Vote conducted. **MOTION CARRIED.**

AYES: Bookie, Miller, Sambol, Smith, Wilson
NAYS: None
ABSENT: None

B. Discussion relating to Governing Board 2020 general election

Dusty Christopherson, Authority Clerk provided an update on the Governing Board 2020 General election and noted that the deadlines for filing as a candidate with the Maricopa County Elections Department have all lapsed. The County has notified us that the Board of Supervisors has canceled the formal election process for the North County Fire & Medical District because there are no contested seats. Therefore, following the November 3 election, the Board of Supervisors will declare the three candidates who have filed as Board Members, and they will be seated during the December board meeting.

C. Discussion and Possible Action relating to approval of the 2021 Governing Board meeting schedule.

Ms. Christopherson presented the 2021 Governing Board meeting scheduled and answered any questions from Board Members.

Board Clerk Miller moved that the North County Fire & Medical District Governing Board approve the 2021 Governing Board meeting schedule. Board Member Sambol seconded the motion.

Vote conducted. **MOTION CARRIED.**

AYES: Bookie, Miller, Sambol, Smith, Wilson
NAYS: None
ABSENT: None

7. SUGGESTED ITEMS FOR FUTURE GOVERNING BOARD MEETING AGENDAS

There were no items suggested.

8. ADJOURNMENT

The meeting adjourned at 10:55 a.m.

Dawn Miller

[Dawn Miller \(Dec 23, 2020 14:04 MST\)](#)

Dawn Miller, Board Clerk

September 22, 2020 Minutes FINAL

Final Audit Report

2020-12-23

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